

~~SECURITY INFORMATION~~*Rec mgt 5-1-2*

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, General Services Office

DATE: 9 July 1953

FROM : Chief, Space, Maintenance & Facilities Division

SUBJECT: Cinder Block Building--Alteration Costs

25X1A6a

1. Contact was made this date with Mr. James Stanier, Superintendent, Columbia Pike Group, Public Buildings Service, relative to the estimated cost of alterations required at the Cinder Block Building, [REDACTED], in conjunction with proposed use of this building as an interim records center.

2. Mr. Stanier estimates that the entire project will cost approximately \$3,175. Following is an itemized breakdown covering the work which will be accomplished for this price.

a. Install two 8' high expanded metal and wood studded partitions 98' long. The space between partitions will be roofed over with expanded metal.

b. Provide one pair of 4' x 7' doors in each partition. Doors to be covered with expanded metal and padlocked so that the building guard may enter the storage area in the event of an emergency. Padlocks are to be keyed alike and placed in a glass covered box to be furnished and installed near the guard post.

c. Secure three existing overhead doors with padlocks. Padlock keys will be placed in glass covered boxes to be furnished and installed adjacent to these doors.

d. Cover the inside of ten existing windows with expanded metal. Metal to be secured by means of $2\frac{1}{2}$ " x $3/4$ " framing.

e. Replace existing personnel door on east side of building with flush panel type. The door to be equipped with mushroom pin tumbler key lock and a 10" x 10" glass covered inspection opening.

f. Install electric light over the exterior side of the above-mentioned door.

g. Install push button adjacent to the personnel door and connect same with electric bell to be furnished and installed at the guard post.

File: Interim Records Center ~~SECRET~~

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- h. Relocate hand operated fire alarm bell to a point adjacent to the guard post.
- i. Cover existing windows and one door in office with expanded metal.
- j. Install light switch at guard post to permit inspection of office area at night.
- k. Install master electric switch to enable the guard to control 15 light fixtures for night inspection.
- l. Install key lock in office door.
- m. Furnish and install transite over existing drop siding on west side of building. Area to be covered is approximately 4' x 200'.
- n. Remove existing lean-to on north side of building.
- o. Remove existing shed on north side of building.
- p. Cover existing grease pit at north side of building as well as pit where scales were recently removed.

[REDACTED]

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See mgmt

5-1-2

GENERAL SERVICES ADMINISTRATION



Region 3
Washington 25, D. C.
June 5, 1953

In Reply Refer To: 3PBO

Mr. M. I. McHugh
Chief, General Services Office
Central Intelligence Agency
Washington 25, D. C.

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Dear Mr. McHugh:

Reference is made to your letter of May 27, 1953, in which you enclosed floor plans showing work to be performed at 1401 Lee Highway, Rosslyn, Virginia.

A preliminary estimate has been prepared based on the information indicated on the drawings. The breakdown estimate is as follows:

Partitions	\$ 3,500.00
Asphalt tile	1,500.00
Interior painting	5,000.00
New toilets	9,000.00
Masonry	3,500.00
Ventilation	2,000.00
Air-Conditioning	6,000.00
Heating	2,500.00
Lighting and fixtures	54,000.00
Fire alarm	3,000.00
Fence	4,000.00
Total cost of job	\$94,000.00

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We estimate that the engineering fee for this job will be approximately \$1,800.00. Please note that the above estimate does not include the erection of storage bins which we understood you are to furnish.

Our Construction and Repair Division have advised me that the drawings and specifications can be placed on the market for the solicitation of bids by July 2, 1953. It is estimated that this job can be completed within 90 days from notice to proceed.

Kindly inform this office whether or not you want us to proceed with this work.

Very truly yours,

Joseph A. Velardi

Joseph A. Velardi
Chief, Buildings Operation Branch
Buildings Management Division

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